

STATE EMERGENCY RESPONSE COMMISSION  
Meeting Minutes

December 13, 2017

Commissioners

Robert Coupe – SERC Chair	Avery Dalton-SERC Executive Director
Marjorie Crofts – SERC Co-Chair	George Giles – SERC LEPC City of Wilmington
Monroe Hudson – SERC DSP	Lynn Krueger - SERC Water Transportation
Michael Layton – SERC Highway Safety	AJ Schall – SERC DEMA Director
David Irwin – New Castle County LEPC	Dwayne Day – SERC DelDOT
Charles Stevenson – Sussex County LEPC	James Lee – SERC Consignee
Robert Newnam – DSFS	Bruce Ennis-DVFA
Grover Ingle – OSFM	
Rick Perkins – Div. Public Health-Proxy for Dr. Rattay	

*SERC Commissioners unavailable: Brian Wong SERC Shippers; (DNREC); Robert Byrd – Rail Transportation; Colin Faulkner - Kent Co LEPC; Al Johnson – SERC Air Transportation; John Verdi – SERC Chemical Users; Na*

Members/Visitors

Robert Pritchett – DNREC	Lisa Morris – DOJ
Jacob Morente – NCC LEPC	Babak Golgolab – Claymont Community
Jamie Bethard – DNREC	Heather Hudson – DPH
Patty Smenkowski - DEMA	Bill Hermstedt – Eastern Shore Nat. Gas
David Robets – State Fire Commission	Kim Gomes – Byrd Group LLC
Brandon Olenik – LEPC KC	Stan Carpenter – Colonial Pipe Line Co.
Steve Barnes – Colonial Pipeline Co.	Christine Ray - EPCRA
Garland Pennington - DNG	

Meeting called to order at 9:00 a.m. by SERC Chair Coupe.

September 13, 2017 minutes were approved as written following a motion by Mr. Irwin and seconded by Mr. Giles. All approved.

SERC Committee members presented their reports that are attached in the following pages.

**STANDING COMMITTEE REPORTS:**

**Finance and Budget Report**

**Summary of SERC finances as of 12/6/2017**

**SERC Fee Holding Account:**

Carryover from 2016 calendar year	+ \$ 150,616
Fees collected so far in 2017	+ \$ 302,800 (a)
Annual disbursements approved by SERC in March for FY18	- \$ 336,060 (b)
Encumbered for system modifications to implement fee increase	- <u>\$ 4,000</u>
Current Account Balance	+ \$ 113,356

**Decon Trailer Replacement Account:**

Carryover from 2016 calendar year	+ \$ 139,267
Deposit as part of SERC FY18 disbursements	+ \$ 30,000 (b)
Interest received thus far in 2017 (1 <sup>st</sup> eleven months)	+ \$ 2,942 (c)
Current account balance	+ \$ 172,209

**Notes:**

- Reports and fees from facilities covering calendar year 2016 were due 3/1/2017. Fees collected in 2016 totaled \$304,520.
- FY 2018 Allocations Approved for Distribution:

<b>Agency/Organization</b>	<b>FY 2018 Approved Allocation</b>
City of Wilmington LEPC	\$ 62,258.99
New Castle County LEPC (account maintained at DSFS)	\$ 82,291.00
Kent County LEPC	\$ 65,800.00
Sussex County LEPC	\$ 67,886.93
SERC IT Committee (account maintained at DSFS)	\$ 12,823.00
Transfer to decon. trailer equipment and maintenance account (*)	\$ 0
Transfer to decon. trailer replacement account	\$ 30,000.00
DNREC Emergency Prevention & Response Section	\$ 15,000.00
<b>Total</b>	<b>\$ 336,059.92</b>

\* The decontamination trailer equipment and maintenance account is a separate account established by the SERC to cover replenishment of equipment and supplies for the trailers during the fiscal year, as well as maintenance costs. Each year, SERC funds are allocated to cover expenses during the previous year and replenish the account to approximately the \$15,000 level. Balance was near this level, so no additional funds were added.

- Interest will continue to accumulate. Effective July 2008, interest from both the Fee Holding Account and Decon Trailer Replacement Account are to be jointly deposited into the Decon Trailer Replacement Account. This is an ongoing policy decision by the SERC, with the interest to be transferred on a yearly basis from the main Fee Holding Account.

**\*End of Finance and Budget Report\***

**Information and Technology Report – Mr. Irwin**

**SERC IT Committee Report - December 13, 2017**

Open FY 2017 projects, timeline for full implementation:

- Contractor updates of *TierII Manager*<sup>TM</sup>:
  - Update to address the new fee schedule (effective 1/1/18) was put on-line November 28<sup>th</sup>. Final testing is underway.
  - Beta-testing is in progress for software enhancements to automate mapping of Tier II sites, based on latitudes/longitudes in State Approved fields.
- Fire Department candidates for Tier II Manager <sup>TM</sup> access:
  - **44** Accounts have been created by DNREC for users who are approved by an LEPC,

- Fire Department training for Tier II Manager™ is in progress.
  - It was decided that the best way to reach the fire service was to take the training to each Fire Company.
- Website containing a list of links and hazardous materials resources for emergency response personnel to use for primarily planning but also response:
  - A DEMA-hosted website will be used to collect resource links for emergency planners and responders. **IN PROGRESS**
- Living SERC-IT document:
  - **IN PROGRESS**

**End of Information and Technology Report\***

**SERC Planning & Training Committee Report – Director Schall**

**State Emergency Response Commission (SERC)**

**Planning & Training Committee Meeting**

**Meeting Minutes for November 16, 2017**

**Prepared on November 20, 2017**

The SERC Planning & Training Committee meeting was held on November 16, 2017 at the DEMA State EOC.

*Minutes for the meeting are as follows:*

Attendees: AJ Schall (DEMA), Chris Murtha (DEMA), Avery Dalton (DEMA), Mark Dolan (DNREC), David Irwin (New Castle County LEPC), Charles Stevenson (Sussex County LEPC), Robert Newnam (DSFS), Patty Smenkowski (DEMA), George Giles (City of Wilmington LEPC), Dwayne Daye (DelDOT), Dave Mick (KC EOC), Brandon Olenik (KC EOC).

A quorum was established.

Planning and Training Committee Chair AJ Schall called the meeting to order at 9:02.

**Old Business:**

**Approval of August 17, 2017 Planning & Training Sub-Committee Meeting**

Mr. Giles motioned to approve the minutes of the last Planning & Training Sub-Committee Meeting on August 17, 2017. Mr. Irwin seconded the motion. All approved.

**HMEP Grant**

Mr. Dalton reported the new grant year started on October 1, 2017. We received this year \$106,804. This was a slight decrease from last year. This was planned for out of the three year grant that we received last year. We had a carry-over from the previous year of \$21,399. There will be a slight decrease due to pending invoice payments, so the actual carryover will be closer to \$20,500, which we had talked about using for an exercise.

## **10<sup>th</sup> Hazmat Training Workshop Report – Mr. Irwin**

Mr. Irwin briefed, the 10<sup>th</sup> Annual Hazmat workshop will be on May 7 & 8 at the Delaware State Fire School. We have had two meetings and have finalized the agenda for next year. Our next meeting is on the 28<sup>th</sup>.

### **New Business:**

#### **Approval of the SERC Committee Agenda**

Mr. Dalton stated, he has sent out the tentative agenda for the December 13<sup>th</sup> meeting. We planned to have a presentation by Colonial Pipeline Company to present the basic pipeline operations, the roll of the company incident commander. He noted that the March 7<sup>th</sup> meeting should have been on the 14<sup>th</sup> but the fire school was not available. Mr. Dalton received approval from Secretary Coupe to move to the new date.

Mr. Newnam made motion to accept the agenda as submitted and written for the December 13, 2017, SERC Committee Meeting. Mr. Irwin seconded the motion. All approved.

#### **LEPC Emergency Plans Recommended Revisions**

Mr. Dalton briefed that during the last meeting there was some recommended revisions to the LEPC Emergency Plans. I collected those revisions a few weeks ago, if there is any additions to those. When we approved the plan, we voted to make those revisions, or recommend those revisions to the plan. I sent the list of revision last week. He asked that the LEPC review the revisions and add them to their plans if applicable. We will conduct our biennial review in 2019.

#### **HMEP Exercise to Test the SERT Plan**

Mr. Dalton briefed, last meeting I mentioned that we were going to look at, internally here at DEMA, how we can test the SERC plan. I reached out to our planning and training section and we met earlier in the fall. In August of 2014, we had a Hazmat functional exercise. The thought was we would have a full scale exercise with DEMA involvement. After some discussion, it was determined that a full scale exercise wouldn't test DEMAs capabilities.

A recommendation was made internally here that we have a table top exercise in 2018 and we have functional exercise in 2019 for Hazmat. We would not only be able to use HMEP funds but we also have to other grant funds that we can made available to use as well. The preparation for a table top exercise would be three months, consist of three meetings, and at a cost of \$20,000 to \$25,000. A functional exercise would involve four meetings approximately and would be a six month planning process at a cost of about \$60,000. It was discussed and recommended to test Annex D, the Radiological Incident Response Annex, of the plan because we made so many revisions to this section of the SERT plan. We can look at an incident involving the transportation of the radiological chemicals, which would allow us to combine testing a Hazmat exercise and testing our DNDO functions for monitoring of radiological compounds. That was the recommendation that I am bringing here today.

Mr. Giles made a motion to have a 2018 table-top exercise and a 2019 full-scale exercise to test the *Hazardous Substance Incident Contingency Plan* (a.k.a SERT Plan). Mr. Irwin seconded the motion. All approved.

### **SERT Plan Status for Printing and Distribution**

Mr. Dalton briefed, the SERT plan has been printed. We received it on Tuesday the 14<sup>th</sup>. He had already distributed it out by secured PDF to the SERC and the Fire Chiefs, and a portion of the printed copies.

Mr. Dalton briefed, Mr. Irwin recommend the purchase of five “operations” level A suits for Live Release Training for the Hazmat Conference. Mr. Dalton requested the committee to approve the purchase of five suits for Live Release Training and have them retained by the Delaware State Fire School. Mr. Giles made motion to approve. Mr. Newnan second. All approved

Mr. Irwin gave recognition to Mr. Murtha and Mr. Dalton for an outstanding job with their presentation at the NCCIHMR Planning and Training community dinner. It was very well received and everyone loved the title.

### **Motion to Adjourn:**

Mr. Giles made motion to adjourn. Mr. Newnam seconded the motion. All approved.

### **Meeting Minutes:**

Minutes were taken by Ms. Patty Smenkowski, and transcribed to this document by Mr. Avery Dalton, SERC Executive Director, on November 20, 2017.

Draft minutes were posted to the State Public Calendar on November 21, 2017.

Minutes approved by Director AJ Schall, Chair for the SERC Planning and Training Committee.

Signed: \_\_\_\_\_  
AJ Schall, Chair for the SERC Planning and Training Committee

### **End of SERC Planning & Training Committee Report\***

### **HMEP Grant Report – Avery Dalton**

#### **Recent Meetings**

SERC Quarterly meeting was held on September 13, 2017.

SERC Planning & Training Committee meeting was held on November 16, 2017.

### **HMEP Grant**

FY17 grant closed for this fiscal year on September 30<sup>th</sup>. Approximately \$17,111.18 dollars will be rolled over to the next grant year for Hazmat exercises. A tabletop exercise is planned for September of 2018 and a functional exercise is planned for 2019.

2017-2018 - current balance for FY18 grant starting on October 1<sup>st</sup>, is \$106,804.00. No invoices have been submitted to date.

### **SERT Plan - Oil and Hazardous Substance Incident Contingency Plan**

The SERT Plan was delivered on November 14<sup>th</sup>.

The SERT Plan was distributed to the DSFS for the Fire Companies and to several state agencies.

Additionally a password secure PDF version of the plan was provided to the SERC, LEPCs, and Fire Chiefs.

### **Chemical Safety & Security Workshop – November 1st**

Lisa Dunaway could not make it to today meeting but she wanted me to pass along her thanks to everyone for their assistance and attending the workshop.

The workshop was very successful and well received. There were 151 attendees, not counting the presenters. We appreciate everyone who helped with donations and support. I hope everyone has a Merry Christmas!

### **End of HMEP Grant Report**

### **DECON Report – Robert Newnam**

SERC Decon Trailer Committee Report

No Meeting This Quarter

### **End of DECON Report\***

## **Hazmat Training Workshop Report – David Erwin**

Mr. Erwin reported the 11<sup>th</sup> Annual Hazmat Training Workshop will be held at the Delaware State Fire School on May 4<sup>th</sup> and 5<sup>th</sup>. All presenters are finalized and registrations have been sent out.

## **End of Hazmat Training Workshop Report \***

## **New Castle County LEPC REPORT** - Mr. Irwin

### **LEPC for New Castle County SERC Report September 13, 2017 – December 13, 2017**

#### **LEPC Meeting:**

**There has been one LEPC meeting since the September 13<sup>th</sup> SERC meeting:**

The November 13, 2017 meeting was hosted by FMC (formally DuPont) Stine Research Center. A total of 26 individuals attended the meeting.

Highlights:

- Committee Reports –
  - Finance: Chairman Irwin reported on finances since the September 11<sup>th</sup>, 2017 LEPC meeting.

Budget balance as of September 1, 2017  
\$73,589.53  
Expenses:  
NCCIHMRMRA - Training Support \$ 422.58  
LEPC Staff Fees (September & October) \$13,333.34  
Total Expenses \$13,755.92 Balance as of November 1st,  
  
2017 \$59,833.61
  - Decon – Chairman Leonetti reported that the HazMat/Decon Team responded to two incidents since the September meeting:
    - a. 200 Powder Mill Road, DuPont Experimental Station – September 23, 2017 at 11:07 - 20 contractors possibly exposed to Hydrogen Fluoride. Personal decon of 18 workers, medically evaluated and sent to area hospitals.
    - b. South DuPont Highway and Mallard Road – October 6, 2017 – Motor Vehicle Crash with a leaking Hazmat. Leak was from fuel tank. Decon Team was cancelled, Hazmat 30 handled the incident.
  - I.T. – Chairman McCracken reported DNREC will be receiving a software update for facilities to do their annual submission.
    - a. Once the software is tested it will be put online.
    - b. A schedule will be set for training at January Workshops.

- c. Jacob Morente is continuing to provide training to the fire service in the use of Tier II Manager.

- o Training – Committee Chairman Mark Dolan reported the New Castle County Industrial Hazardous Materials Response Alliance did conduct one training session between the September 11th, 2017 and the November 13th, 2017 LEPC for NCC meetings.

The NCCIHMRA Sixteenth Annual Planning and Training Meeting was conducted on Wednesday evening, November 8th from 5:30 pm to 9:00 pm at the Elsmere Fire Company's Station 16 Hall. The Keynote Speakers were Christopher Murtha, Deputy Director of the Delaware Emergency Management Agency, and Avery Dalton, Planner for the Delaware Emergency Management Agency and the Executive Director of the Delaware State Emergency Response Commission, who presented on DEMA's roles, responsibilities and capabilities and on the upcoming revisions to the State of Delaware's "Oil and Hazardous Substance Incident Contingency Plan". In addition, the NCCIHMRA Training Committee presented a draft of the CY2018 training program and reviewed and discussed an enhanced response for hazmat incident callouts proposed by Chief Joseph Leonetti Sr., Team Leader of the New Castle County Special Operations Hazardous Materials Technical Decontamination Team. The DNREC ERT presented its emergency response incident annual summary. The meeting's attendance totaled forty-one (41).

The NCCIHMRA Training Committee has the following training sessions planned for the CY2018 Preliminary Training Schedule:

- "Decon 101" with Special Operations Hazmat Decon Team & Delaware State Fire School administered SCBA Fit Testing held at the Mill Creek Fire Company's Old Station 21 (3900 Kirkwood Highway) on Tuesday evening, February 20th (3 hrs.);
- Safe Transportation Training Specialists (STTS) "High Pressure Tank Trailers" conducted at Elsmere Fire Station 16 on Friday, April 13<sup>th</sup> & repeated on Saturday, April 14<sup>th</sup> (8 hrs.);
- Eleventh Annual Delaware Hazardous Materials Training Workshop hosted by the Delaware State Fire School's Dover Center on Friday, May 11<sup>th</sup> & Saturday, May 12<sup>th</sup> (8 hrs.);
- Instructor Eugene Ngai's "Pyrophoric Materials" course conducted at the Delaware State Fire School's New Castle Center on Wednesday evening, June 6th (4 hrs.);
- Instructor Darryl Meade's "Scintillating Screw-Louie" Hazmat Field Drill Wednesday evening, September 5<sup>th</sup> held at the Delaware State Fire School's New Castle Center (4 hrs.);
- Seventeenth Annual Planning & Training Meeting hosted by the Elsmere Fire Company at Fire Station 16 on Wednesday evening, November 7<sup>th</sup>.

- o Transportation – Committee Chairman Al Stein reported: The

employee fatalities - CSX / Amtrak:

On June 27, 2017 Two CSX employees (a conductor and a conductor in training) were struck and killed by a southbound Amtrak train. They're four parallel tracks at the scene of the accident. Going from west to east one has CSX track # 1, CSX #2, Amtrak #3, and Amtrak #2.

The wayside defect detector indicated overheated bearings or wheels on the southbound CSX freight train on track CSX #1. The conductor



and the conductor in training had gone back to inspect the car with the suspected defective axle. It was decided to set the defective car out of the train using the crossover switches between CSX # 1 and #2. The engineer pulled the front of the train partially through the crossover so that the rear of the train was on track one and the front was on track two adjacent to Amtrak track #3. The two CSX employees on their way back to the locomotive were struck by the Amtrak train that was traveling about 73 miles per hour southbound on Amtrak #3. On Amtrak #2 another train was traveling north at the time the employees were struck. According to each Amtrak engineer they started sounding their horns when they observe the employees on the track.

#### LEPC Staff Performance:

##### **David Irwin - Chairman**

David Irwin

Activity Report – Items Accomplished September 11, 2017 – November 12, 2017

##### **SERC Activities:**

- Represented the LEPC at the September 13<sup>th</sup> SERC meeting
- Prepared and submitted in a timely manner the LEPC Quarterly Performance Report
- Prepared and submitted in a timely manner the SERC Information & Technology Performance Report
- Facilitated two 11<sup>th</sup> Annual HazMat Training Workshop Planning Committee meetings (9/18, 10/16)
- Signed DEMA Sub Grant Award HMEP application

##### **Emergency Response Plan Reviews and Facility Visits:**

- Participated in a DEMA sponsored conference call to discuss a concerned citizen's questions
- Participated in Burris Logistics Annual Emergency Response Preparedness Review and facility inspection (10/25)

##### **Exercise Status:**

- Participated as an evaluator for the DuPont Experimental Station Full Scale Emergency Response exercise (11/2)
- Participated as an evaluator for the Magellan Gate Spill Tabletop Exercise (10/10)
- Participated as an evaluator for the DCRC Tri-Annual PREP Exercise (9/27)

##### **NCCIHMRA:**

- Facilitated the 16<sup>th</sup> Annual NCCIHMRA Planning & Training meeting conducted at the Elsmere Fire Station (11/8)
- Met with Chief J. Leonetti to discuss NCCIHMRA call-out opportunities (9/28)
- Met with Director M. Crofts to discuss NCCIHMRA call-outs (10/31)

##### **Outreach Initiatives:**

- Represented LEPC at the DC CAER group meeting (10/12)
- Represented the LEPC for NCC at the Kent County (9/12), Sussex (9/14) and Wilmington (11/10) LEPC meetings.

- Represented LEPC at four (4) CAP meetings, Croda ((9/13), Delaware City Refining (9/12, 10/10), and the DuPont Experimental Station (10/5)
- Represented the LEPC at the Croda Ethylene Oxide Plant dedication (10/18)
- Served as a member of the FMC Mini-grant selection committee (10/6)

**Additional Activities:**

- Met with Delaware State Fire School Director R. Newnam to discuss LEPC funding (9/21)
- Documented two Hazardous Material reportable release reports in accordance with EPA regulations
- Attended Boxwood Industrial Park development meeting (10/23)
- Served as a subject matter expert to three citizens

**Jake Morente – Vice-chairman**

**Vice-Chairman Activity Report – Jacob Morente**

November 13<sup>th</sup>, 2017

**SERC & Tier II:**

- 9/11/2017 Record minutes at the LEPC for NCC's September meeting at the Delaware State Fire School, New Castle division. Prepared minutes and distributed to email list.
- 9/13/2017 Attended the quarterly SERC Meeting, Dover, DE.
- 9/28/2017 Emailed each NCC Fire Chief and their designee asking to meet to conduct Tier II Manager Orientation & Access Training

**Site Assessments & Plan Reviews:** *None conducted this period*

**Outreach:**

- 9/26/2017 Met with Mt. Cuba Center (Hockessin) and finalize emergency action plan and evacuation procedure and drill.
- 10/9/2017 Participated in DEMA bridge-line conference call; emergency planning and evacuation hazmat railway incident near Baynard Stadium, City of Wilmington.
- 10/11/2017 Participated in Minquas Fire Company's Open House, distributed 150 brochures.
- 10/13/2017 Provided Claymont Fire Company, one box (250 brochures) 10/14 Open House
- 10/21/2017 Participated in Odessa Fire Company's Open House, distributed 125 brochures
- 10/25/2017 Served as an evaluator at DuPont Experimental Station's Full-Scale Drill/Exercise
- 10/28/2017 Provided brochures to Goodwill Fire Co of New Castle for their open house
- 11/1/2017 Served as an evaluator at BASF's (Newport) facility for their drill/exercise 11/4/2017 Participated in Townsend Fire Co's Open House, distributed 150 brochures

**Fire Service Liaison:**

- 10/11/2017 Provided Tier II Manager orientation and access training to Mill Creek Fire Company (21) Chief and Deputy Chief
- 10/12/2017 Attended NCC Fire Firefighter's Association meeting at Cranston Heights

10/19/2017 Provided Tier II Manager orientation and access training to Goodwill Fire Company (18 - New Castle) Deputy Chief  
10/21/2017 Provided Tier II Manager orientation and access training to Odessa Fire Company (24) Chief and Deputy Chief  
10/24/2017 Provided Tier II Manager orientation and access training to Five Points Fire Company (17) Chief and Deputy Chief  
10/24/2017 Provided Tier II Manager orientation and access training to Minquadale Fire Company (22) Chief and Deputy Chief.  
11/2/2017 Provided Tier II Manager orientation and access training to Claymont Fire Company (13) Chief and Deputy Chief.  
11/2/2017 Attended NCC Fire Firefighter's Association meeting at Christiana Fire  
  
11/2/2017 Provided Tier II Manager orientation and access training to Christiana Fire Company (3,6,12) Deputy Chief's.  
11/6/2017 Provided Tier II Manager orientation and access training to Minquas Fire Company (23) Chief and Deputy Chief.  
11/13/2017 Provided Tier II Manager orientation and access training to Aetna HH&L Company of Newark (7,8,9, 10) Chief and Career Staff.  
Completed Tier II Manager orientation and access training to 9 of 21 NCC Fire Companies

**NCCIHMRA & Training:**

9/18/2017 Attended 5-day Fire Inspector II course at Bucks County Community College, Croydon, PA  
9/26/2017 Forward minutes from the 11<sup>th</sup> Annual Hazardous Materials Training Workshop planning meeting #2, Delaware State Fire School, New Castle Division  
10/18/2017 Participated and recorded minutes at the 11<sup>th</sup> Annual Hazardous Materials Training Workshop planning meeting #3, Delaware State Fire School, New Castle  
11/1/2017 Participated in US Department of Homeland Security's Delaware Chemical Safety, Security and Transportation Workshop, Dover

**End of New Castle County LEPC REPORT\***

**CITY OF WILMINGTON LEPC REPORT** - Mr. GILES

CITY OF WILMINGTON

OFFICE OF EMERGENCY MANAGEMENT

WILMINGTON, DELAWARE

**MEMORANDUM**

TO: SERC  
FROM: George B. Giles  
Wilmington Support Staff  
DATE: November 10, 2017  
RE: Wilmington LEPC Report

#### Meeting Notes:

Wilmington LEPC meeting was held November 10, 2017 in the EOC.

Meeting was called to order by Chairman .Joe DiPinto

Introduction of members attending. One guest came in after roll call.

Some of the members were not in attendance due to it being a state holiday.

-FY16 budget is completed.

-FY 17 budget in process as of July 2017.

HMEP grants FY 15 in progress used for training. This is a 3 year grant process now.

We will be using some of this money for our EHS inspections.

#### HAZMAT RESPONSES –

There have no incidents to report.

#### TRAINING-

-participated in a hazmat decon drill with SFH. Director Giles was an observer.

-participated in a product release security drill with Magellan.

#### EXERCISE STATUS -

- Continue to review all previous drills to address corrective actions.

#### PLANNING & OUTREACH –

- Continue teaching an all hazards approach to citizens, community groups,
- Participated in the City Health Fair at the City County Building

#### HAZARDOUS SUBSTANCE AND HAZARDOUS MATERIAL PLAN-

-Wilmington's plan is updated. We review the plan periodically and if a question comes up it is reviewed to update.

#### EHS SITE INSPECTIONS—

Inspections in the process of starting. Christiana Care, Noramco will be first.

Next meeting is on January 12, 2018, in the Emergency Operations Center.

**\*END OF City of Wilmington LEPC REPORT\***

## **Kent County LEPC Report to SERC December 13, 2017**

A report on the Kent County LEPC Activities:

### **Meeting Notes:**

Since the last SERC Meeting on September 13, 2017, the Kent County LEPC met one time on November 14, 2017 at 10:00 AM. There were 15 members present. Updates were provided on the following issues.

- DECON/HAZMAT/SPEC OPS
- Tier II Manager System
- DEMA/HMEP Grant
- Facility Inspections
- Exercise Program
- Statewide HAZMAT Workshop
- Kent County LEPC and EOC activities

### **DECON / HAZMAT / SPEC OPS Responses:**

The Kent County DECON Team has made a total of 3 responses and 1 standby since the last SERC meeting.

- 9/29/17 – 10/01/17 – Standby for NASCAR race
- 11/7/17 – Meth Lab response west of Wyoming
- 11/7/17 – MVC involving HAZMAT in Magnolia (cancelled)
- 12/5/17 – MVC involving HAZMAT in Bowers Beach

### **Tier II Manager System:**

Bill Davis provided updates on the Tier II System:

- New hazard classifications will begin on January 1, 2018. Some companies have started making changes early.
- There will be several workshops for facilities that submit Tier II reports beginning in January. Kent County LEPC will host a joint meeting and workshop on January 9, 2018 at 9:00 AM.
- Waiting on new software update to allow for fee increase.
- Kent County has 471 reports submitted for RY2016 compared to 448 in RY2015.

### **DEMA / HMEP Grant:**

Avery Dalton submitted report for DEMA updates and HMEP Grant

- The Chemical Safety, Security, and Transportation Workshop was held at Del-Tech on November 1, 2017 and was well attended.
- FY17 HMEP Grant has closed. Approximately \$21,399.67 will be rolled over to HAZMAT exercise planned in 2018 and 2019.
- The new Hazardous Substance Incident Contingency Plan was printed and delivered to DEMA for distribution.

## **Facility Inspections:**

The following facility inspections have been conducted:

- 11/28/17 – Service Energy (report to follow)
- 12/12/17 – US Cold Storage (report to follow)
- Working on scheduling Amerigas

## **Exercise Program:**

Kent County Department of Public Safety is currently working with the State's contractor to develop a 3 year exercise plan. Items of interest are as follows:

- Special Event Exercise 2018 Q1
- Tech Rescue FE 2018 Q2
- Rail TTX and FE 2018 and 2019
- Bio-Chemical exercise has been cancelled

## **Statewide HAZMAT Workshop:**

Dave Irwin reported on the Statewide HAZMAT Workshop:

- Presenters are being finalized
- No dinner on Friday evening. Will now do breakfast and lunch and present awards after lunch.
- Registration paperwork will go out in January.

## **Kent County LEPC and EOC Activities:**

The Kent County LEPC and Emergency Management Division have conducted the following activities:

- No new EPCRA 304 notifications since the last SERC meeting.
- LEPC Budget process has begun with Kent County Finance. Budget will be drafted and sent to County Administrator for approval before being sent to Finance Committee.
- Several members traveled to San Marcos, TX for the ALERRT Conference. Information about active shooters and violent intruders was presented by several presenters from Orlando, Dallas, and Las Vegas. Facilities should research and try to incorporate the Stop the Bleed Campaign into facility plans.
- Printed copies of the SERT Plan were dropped off on November 15, 2017. Electronic copy was distributed to LEPC partners.
- Attended SERC Planning and Training Meeting on November 16, 2017.
- Received a list of recommended changes to the Kent County HAZMAT Plan. Plan was revised and all recommended changes were incorporated.
- LEPC attended Dentsply Caulk EHS safety meeting with responders on Wednesday November 22, 2017.

## **Next Kent County LEPC Meeting:**

The next Kent County LEPC Meeting will be held on January 9, 2018 @ 0900 at the Delaware State Fire School.

Respectfully Submitted,

Brandon Olenik  
Kent County LEPC

**\*END OF Kent County LEPC REPORT\***

## **Sussex County LEPC REPORT** - Mr. Stevenson

### **SUSSEX COUNTY LEPC**

#### **SERC REPORT**

**December 13, 2017**

#### **Meetings**

There have been two LEPC meetings since the last SERC meeting.

#### **September 14<sup>th</sup> Meeting-**

There were 24 members/guests in attendance.

#### **Topics covered:**

#### **-Bill Davis from the DNREC-EPCRA program**

#### **EPCRA Reporting Program LEPC Report – September 2017**

- *TierIIManager*<sup>™</sup> Update-71 went on-line August 24th to allow facilities a 4-month head-start in updating hazard classifications from the previous 5 categories to the new 24 that EPA adopted effective January 1st, 2018. 311 hazard classifications will remain at 5 until 1/1/18. Facilities are encouraged to review their Safety Data Sheets and submit updated Tier II reports now so that the 8-week reporting window after January 1st (due March 1st) is not overwhelming. Over 60 facilities have already either initiated or submitted Updated Tier II Reports.
- DNREC's Emergency Prevention and Response Section is relocating to Enterprise commercial park on Dover's West site (across from Kraft Foods at 155B Commerce Way). The new location will allow emergency response assets to be kept inside, out of the weather and provide office space for all EPRS staff (other than ARP at Grantham Lane, New Castle).
- On 8/30/17 Governor Carney signed SB 68 to increase the fees (from \$40 to \$60 for hazardous chemicals, and \$80 to \$100 for extremely hazardous substances) in reporting year 2017. Prior reporting years will continue to be billed at the previous rate if new reports are submitted.
- Annual newspaper advertisement: News Journal, Sunday 9/10; Delaware State News, Monday 9/11

□

## Reporting Status:

EPCRA 312 (Tier II) Reports Submitted as of September 6<sup>th</sup>, 2017  
(LEPC designations as reported by the Facility)

RY2016 current	7/6/17	5/3/17	3/7/17	RY2015 ~final	
2175	2172	2159	2019	2112	State Total
749	749	743	702	724	Sussex
470	467	463	435	448	Kent
822	822	820	763	806	New Castle
134	134	133	119	134	Wilmington

### **-Avery Dalton from DEMA**

Delaware Emergency Management Agency (DEMA)

DEMA along with the Kent and Sussex Emergency Operations Centers, and several State agencies are participating in a graded state-wide radiological exercise September 12-14, 2017. This exercise is for the Calvert Cliffs Nuclear Power Plant in Maryland. This Ingestion Exercise is conducted for areas within a 50-mile radius to test offsite response organization's capabilities to keep radionuclides out of the ingestion pathways (i.e. water, milk, food), as well as to monitor the deposition of such materials onto receiving sources (i.e. soil, vegetation, etc.), and to relocate persons out of the impacted areas.

HMEP Grant – Mr. Dalton

Current balance of the grant is; \$47,444.32 out of \$114,975.00 (2016-2017) remaining as of September 11<sup>th</sup>. Spent –percent of the funds or \$67,530.68

Incur your expenses and spend your grant funds by September 30<sup>th</sup>.

### **November 9<sup>th</sup> Meeting-**

There were 21 members/guests in attendance.

Topics covered:

### **-Bill Davis from the DNREC-EPCRA program**

## **EPCRA Reporting Program LEPC Report – November 2017**

- *TierIIManager*<sup>TM</sup> Update-71 went on-line August 24<sup>th</sup> to allow facilities a 4-month head-start in updating hazard classifications from the previous 5 categories to the new 24 that EPA



adopted effective January 1st, 2018. 311 hazard classifications will remain at 5 until 1/1/18. Facilities are encouraged to review their Safety Data Sheets and submit updated Tier II reports now so that the 8-week reporting window after January 1st (due March 1st) is not overwhelming.

Over **330** facilities have already either initiated or submitted Updated Tier II Reports with new hazard class information.

- **January Workshops** have been scheduled and announcements will be emailed to facility regulatory point of contacts at the beginning of December. The 3-hour workshops will demonstrate the online system and review the chemical inventory reporting requirements in general. Registration is required, and sessions will begin at **9:00** am (registration 8:45). Class size is limited, so early registration is encouraged. Workshop dates/locations are as follows:

Date	Day	Location
1/4/18	Thursday	New Castle DNREC Lukens Drive
1/9	Tuesday	Dover Fire School <b>Joint session with Kent LEPC meeting</b>
1/11	Thursday	Georgetown Fire School <b>Joint session with Sussex LEPC meeting</b>
1/16	Tuesday	New Castle Fire School
1/18	Thursday	Dover Fire School
1/23	Tuesday	Georgetown Fire School
1/25	Thursday	New Castle DNREC Lukens Drive

- **Farm Animal Waste Reporting**  
Federal EPA has announced a new/revised approach that will exempt farms from reporting under EPCRA 304, so they won't need to report to the LEPCs/SERC. Farms will only need to deal with reporting to the Feds under CERCLA according to the recent EPA notice.

#### **EPA Provides Guidance for Farmers for Reporting Animal Waste**

On October 25, 2017, EPA released guidance to assist farmers in reporting air releases of hazardous substances from animal waste at farms. EPA is making this information available to provide time for farmers to review and prepare for the reporting obligation, which could become effective as early as **November 15, 2017**.

- On December 18, 2008, EPA published a final rule that exempted certain farms from reporting air releases of hazardous substances from animal waste.
  - On April 11, 2017, the DC Circuit Court vacated this final rule.
  - In response to a request from EPA, the DC Circuit Court extended the date on which its ruling would become effective to November 15, 2017.
    - Unless the court further extends this date, farms (including those previously exempted by EPA's rule) that release hazardous substances to the air from animal wastes equal to or greater than the reportable quantities for those hazardous substances within any 24-hour period must comply with applicable statutory reporting requirements.

- The EPA guidance information includes links to resources that farmers can use to calculate emissions tailored to specific species of livestock.
- View EPA's guidance and Frequently Asked Questions on reporting air emissions from animal waste: <https://www.epa.gov/epcra/cercla-and-epcra-reporting-requirements-air-releases-hazardous-substances-animal-waste-farms>
  - EPA will revise this guidance, as necessary, to reflect additional information to assist farm owners and operators to meet reporting obligations.
  - Interested parties may submit comments or suggestions by November 24, 2017.
- DNREC EPCRA web pages are being updated and show (among other things) our new mailing address.  
 DNREC EPCRA Reporting  
 155 Commerce Way, Suite B, Dover, DE 19904
- We are awaiting/expecting (early November) a TierII Manger™ software update from IDSi to handle the fee increase, GIS-related changes, and other issues that were identified in the planning module.
- **Reporting Status:**

### **Reporting Year 2016 EPCRA 312 (Tier II) Reports**

(LEPC designations as reported by the Facility)

<b>11/3/17</b>	RY2015 ~final	
<b>2179</b>	2112	<b>State Total</b>
<b>751</b>	724	<b>Sussex</b>
<b>471</b>	448	<b>Kent</b>
<b>822</b>	806	<b>New Castle</b>
<b>135</b>	134	<b>Wilmington</b>

- **78** more reports have been submitted for RY2016 versus RY2015 by this time last year.

### **PRESENTATIONS:**

**None**

### ***Facility Visits***

There have been two facility visits since the last SERC meeting.

- Merck in Gumboro
- Dentsply Sirona in Milford

### **HazMat Plan Status**

The yearly review of the Sussex County HAZMAT Response Plan was completed in June of 2017.

### **Exercise Status**

The Sussex County LEPC did not participated in an exercise.

### **HazMat Incidents**

In the third quarter of 2017, there were 25 incidents reported.

### **Comments**

Other LEPC activities include:

- Attended Emergency Preparedness Conference in Pittsburgh, PA from October 17-October 20
- Attended DNDO THIRA meeting with DEMA at NCC EOC on October 26
- Attended the Delaware Chemical Safety, Security & Transportation Workshop in Dover on November 1
- Attended Hurricane THIRA meeting with DEMA at Sussex County EOC on November 7
- Attended Sussex County Water Contamination C&O meeting on September 20
- Attended Sussex County Water Contamination IPM on November 9
- Attended Sussex County Water Contamination FPM on December 12
- Attended the SERC Planning & Training Committee meeting on November 16
- Attended the Hazmat Training Workshop Planning Committee on September 18

The next Sussex County LEPC meeting is scheduled for 9 a.m. on January 11, 2018 at the Delaware State Fire School-Sussex Division.

### **End of Sussex County LEPC REPORT \***

### **DNREC Report – Marjorie Croft**



On 10/11/2017 DNREC-ERT responded to a gasoline tanker traveling on Rt. 1 south near Townsend swerved to avoid a head-on collision with a vehicle which was traveling north and had crossed the grassy median. The gasoline tanker rolled onto the passenger side with the tank portion sloping downward into a drainage swale and the cab coming to rest on the roadway. The tanker immediately began to leak from multiple points due to extensive internal and external damage. The gasoline ran down-gradient in the water-filled swale and crossed under all 4 lanes of Rt. 1 through a concrete culvert and collected in a flow attenuation area filled with rip-rap. DelDOT dumped sand on the southbound side of Rt. 1 at the entrance to the culvert to prevent the further migration of the gasoline. A contractor was hired by the tanker company to respond to the spill. Two vacuum trucks were used on both sides of Rt. 1 to recover gasoline and water.

After the area around the tanker was foamed, 6 holes were drilled into the top side of the tanker to recover product into a rescue tanker supplied by the responsible party. Approximately 2,600 gallons of gasoline were recovered into the rescue tanker. Approximately 9,000 gallons of gasoline and water with approximately 2,000 gallons consisting of pure gasoline were recovered by the two vacuum trucks. Approximately 4,000 gallons of gasoline were released into the soil and water. After the wreck was removed, DelDOT supplied a Grade-All to begin the excavation of the swale. 8 x 20 cubic yard roll-off boxes were filled with gasoline contaminated soil before emergency operations were ceased. The remediation continued for many weeks before finally concluding at the end of November with approximately 40 x 20 cubic yard boxes of gasoline contaminated soil removed.

On 10/18/2017 DNREC-ERT was made aware of the following: a plumbing contractor was replacing a leaking water line to a condominium with 5 units, when he encountered an unknown vertical pipe which he removed. The repair was completed and the next morning the residents of the condominium discovered that oil was present in their water lines and was accumulating in their toilet tanks and causing oil odors in their units with a bad taste to the water. The condo association waited 6 days to report it to DNREC Emergency Response. Indoor air quality monitoring was conducted in all 5 units with varying results. Some units had minimal oil odors while others had none. Some units still had oil in their toilet tanks. The oil was suspected to have originated from an improperly abandoned heating fuel UST. The subsequent response was turned over to the DNREC Tank Management Section and the capable hands of Public Health.

On 9/16/2017 DNREC-ERT was requested to assist Rehoboth Beach VFC with a boat, located at the Angola Beach Marina on Herring Creek, that had an estimated amount of 25-gallons of gasoline which had leaked into the bilge of a 25-foot center console Cobia fishing boat. Rehoboth Beach VFC was concerned that a spark would occur in the bilge when the pump turned on, which would in turn cause an explosion and fire. DNREC-ERT & the Rehoboth Beach VFC developed a plan to foam the battery compartment of the vessel, cut the battery wires, and then foam the bilge compartment to suppress any flammable vapors in this area. DNREC-ERT personnel donned Bunker Gear and SCBA and boarded a boat adjacent to the vessel with the gasoline leak. The adjacent vessel was then moved over to the subject boat by members of the Rehoboth Beach VFC. DNREC-ERT personnel opened the battery compartment

door under the center console, which was then foamed by Rehoboth Beach VFC. DNREC-ERT personnel then cut the cables for the battery, thus mitigating the ignition hazard from the bilge pump. The bilge hatches were then opened and foamed by Rehoboth Beach VFC personnel. The vessel was removed from its slip in the marina and towed to the launch ramp at the site, where it was removed from the water and trailered off-site to a repair facility.



On 10/11/2017 DNREC-ERT responded to an overturned propane bobtail truck that was leaking propane on Pepper Road in Frankford. The force of the accident resulted in the propane tank breaking free of the chassis of the truck. The vapor bypass fitting on the rear of the truck was damaged to the extent that it began leaking liquid propane to the atmosphere. Wet rags were wrapped around the leaking fitting; these wet rags in turn formed an ice ball, slowing the leak to the point where the propane tank could be transferred off-site to a safe location where the contents would then be off-loaded. The propane tank was transported to a nearby propane bulk yard where the damaged tank was pressurized with a compressor. The contents of the damaged tank were then transloaded to an undamaged propane truck. Approximately 1,400 gallons of liquid propane was offloaded during this operation. A small oil spill also occurred at the accident site; this material was cleaned up using oil-dry.



On 10/2/2017 DNREC ERT responded to a motor vehicle accident involving a tank trailer and a dump truck. The trailer was impacted by the front of the dump truck, causing significant damage to the trailer, which was carrying an elevated temperature liquid. Due to the damage, the trailer could not be moved until it was transloaded. The fire company command had initiated contact with the trucking company for a replacement truck and trailer. While waiting for the relief vehicle, DNREC cleaned up a small engine oil spill. Once the relief truck arrived, the driver set up a pumped transfer using a pump mounted on the tractor unit. DNREC confirmed that the receiving trailer was adequate to receive the load contained in

the damaged trailer. A small amount of product was spilled at the conclusion of the transload and cleaned up by the trucking company employees.

171104-01-P-N-S

Hannah Loop DSP Meth Lab Assist

DNREC ERT responded at the request of Delaware State Police to a suspected meth lab located behind some trees near the subject address. They found a white 5-gallon bucket with two holes cut in the lid and copper rods or wire inserted through the lid and caulked in place. The bucket contained a blue crystalline solid and some kind of solvent that caused a reading of ~45 ppm on a PID zeroed to ambient conditions. The behavior of pH paper in the solution indicated that the liquid was non-polar. Once the pH paper contacted the solid in the bottom, it began to turn blue, indicating the presence of a high-pH alkaline substance. There was also a car battery, a set of jumper cables, and some empty drain opener and caulk containers nearby. The liquid was solidified in a 5-gallon bucket using absorbent and properly disposed. The next day, DNREC called a subject matter expert (SME) at a provider of clandestine laboratory safety training for first responders. The SME indicated that the clandestine lab that was found was likely intended to be used for the production of sodium metal, a precursor in the production of methamphetamine.

### **\*End of DNREC Report\***

## **Old Business**

Nothing to Report

## **New Business**

Nothing to Report

## **Presentation**

Mr. Steve Barnes and Mr. Stan Carpenter from the Colonial Pipeline Company gave a presentation on the basic pipeline operations, the role of a company Incident Commander during pipeline emergency response operations, and their emergency response plans.

## **Closing**

Secretary Coupe made motion to adjourn. Mr. Irwin seconded. All approved. SERC Chairman Coupe adjourned the meeting at approximately 10:21 a.m.

The next SERC meeting will be March 7, 2017. Meeting notes were drafted by Avery Dalton and Patty Smenkowski. Meeting notes entered into the Statewide Public Calendar on December 19, 2017.

*SERC MINUTES CONCLUDE.\**